

**Navajo Nation Communications & Utilities (NNCU) Department**  
**Division of General Services**  
**December 14, 2006**

- As approved and adopted by Government Services Committee (GSCAP-11-93), the purpose of the Navajo Nation Communication & Utilities Department is to administer, manage and plan for the communications (telephone and radio) and utility activities for the Navajo Nation.

Departmental Data:

- Permanent Staff of twelve of (12)
- Office information - P.O. Box 2928  
Morgan Boulevard, Building No. 2528  
Window Rock, Arizona 86515
- Telephone Number (928) 871-7740/7746
- Fax Number (928) 871-7741
- Oversight Committees: Government Services Committee  
Budget & Finance Committee
- Departmental Organizational Chart (updated) attached as Exhibit A
- Fiscal Year 2007 Original Budget Data
  - Administration: \$420,231
    - 95% of budget is for personnel
    - 5% of budget is for operational costs
  - Telecommunications (Fixed Cost): \$1,288,065  
Governmental offices in the Window Rock and Ft. Defiance area.
  - Administration: \$420,231
    - 99% of the funds are utilized to pay for utilities services for all Navajo Nation Buildings
  - Radio Communication (Fixed Cost): \$420,231
    - 96% of the funds are utilized to pay for radio communications services along with repair and maintenance of all radio communication network equipment that serve Navajo Nation departments including Navajo Department of Law Enforcement
  - I9-1-1 Budget: \$100,000
    - 92% of the budget is for personnel
    - 8% of the budget is for operation costs.
- Departmental Responsibilities
  - Processing monthly invoices for approximately 5,200 telecommunications lines which include telephone, fax, DSL and T-I.
  - Processing approximately 350 telecommunication service request from departments and chapters each month.
  - Conducting annual inventory of 5,200 telecommunications line.
  - Procurement of telephone equipment and review of all departmental requests to purchase telecommunication equipment.
  - Processing of monthly invoice payments for approximately 500 utility accounts.

NNCU Departmental responsibilities (continued):

- Procurement of contractual services for waste disposal, elevator maintenance, landscaping and HVAC including processing of monthly invoice payments.
  - Conduct energy audit of Navajo Nation Buildings.
  - Implementation of energy saving measures including procurement.
  - Conduct Navajo Nation Energy and Water Conservation activities
  - Processing of monthly invoices payments for leased radio equipment.
  - Processing of monthly invoices payments for repair of radio equipment average 300 per quarter.
  - Processing of approximately 300 radio service requests per quarter.
  - Conduct annual inventory of approximately 500 Navajo Nation owned and leased radio communication equipment.
  - Processing monthly invoices for satellite phone services and wireless/cellular phone services.
  - Procurement of radio communication equipment.
  - Coordination of a number of telecommunications & utilities initiatives and projects to provide better service.
- Departmental Projects and Initiatives
    1. Performance of Energy Audits on Navajo Nation commercial building to identify wastage and recommend improvements to reduce utilities cost.
    2. Conduct Energy & water Conservation activities to promote conservation.
    3. Coordination and implementation of a Navajo Nation E9-1-1 Emergency Response System pursuant to Government Services Committee Resolution No. GSC-JA-03.
    4. Technology upgrades to Navajo Nation Radio Communications Network and Navajo Nation Information Technology Infrastructure to improve and provide better communications.
    5. State of Arizona Legislative House Bill 2689 effort to return a portion of the Transactions Privilege Tax (TPT) back to Arizona Tribes to fund telecommunications needs.
    6. E-rate Funding Filer for Navajo Nation Dine Education Consortium. Navajo Nation currently receives a discounted rate of 90% for telecommunication services to the Navajo Nation Main Library & 110 Chapter Libraries.
    7. Navajo Nation Governmental VoIP Implementation Project

In conclusion, the Communications & Utilities Department can not continue to fulfill its purpose without sufficient funding. This fiscal year (2007), the department suffered an indirect Cost Budget Reduction of \$453,672 as follows:

\$61,197 in their Administrative Budget

\$172,908 in their Telecommunication Fixed Cost Budget

\$219,567 in their Radio Communications Budget

Our department also suffered an additional \$1 million decrease in our Indirect Cost Carryover funds. As a result, the Communications & Utilities Department has already suffered a substantial budget reduction this year of approximately \$1.5 million. At this time we are projecting we will barely meet our Navajo Nation Fixed Cost obligations for utilities and telecommunications and our projects and initiatives will also suffer and may cease due to the limited operating budget this year.

# Navajo Nation Communication & Utilities (NNTU) Department Organizational Chart

